

**READINGTON TOWNSHIP BOARD OF EDUCATION**  
Holland Brook School Board of Education Meeting Room  
Regular Meeting 7:00 p.m.  
November 13, 2018

**MINUTES**

**Call to Order by Board President – Open Public Meetings Act – Roll Call**

Laura Simon called the meeting to order at 7:00 p.m. and announced that the meeting was being held in compliance with the Open Public Meetings Act (N.J.S.A. 10:4-6-21) and was open to the media and public. Notices were duly posted, and the meeting was advertised in the Hunterdon County Democrat and Courier News. Formal action was taken.

**Present:** Ray Egbert, Robyn Mikaelian, Melissa Szanto, Anna Shinn, Laura Simon

**Also Present:** Dr. Jonathan Hart, Superintendent, Jason M. Bohm, Business Administrator/Board Secretary

**Absent:** Wayne Doran, Carol Hample, Thomas Wallace, Eric Zwerling

**Flag Salute**

Carol Hample arrived at 7:01 p.m., Eric Zwerling arrived at 7:05 p.m., Thomas Wallace at 7:10 p.m.

**SUPERINTENDENT'S REPORT**

- Highlight: Whitehouse School - Dr. DeRosa, Principal, presented upcoming thematic units, SEL curriculum, professional learning communities, as well as character education with Debbie DeBaro, Guidance Counselor, and Anthony Tumulo, Teacher Coordinator (SEL).
- Dr. Hart announced Dr. Ann DeRosa & Anthony Tumolo were chosen as School of Character Reviewers, which is a tremendous recognition bestowed upon them by the State of New Jersey.
- Dr. Hart recognized Pauline Marsh chosen as Hunterdon County Educational Association Educational Support Professional of the Year. Mrs. Higgins shared thoughts of Ms. Marsh's tremendous efforts and congratulated her on this wonderful distinction.
- Dr. Hart and Ms. Simon provided highlights from NJSBA Workshop that various board members and administrators attended in late October 2018 including professional seminars and strategies for the district. Further, the district was presented with awards for Sustainable Jersey including Champion, Sustainability Makes Sense, Silver and Bronze for our 4 schools, SAIF Safety Achievement Award, and students achievement in STEAM Tank placing 6th and 3rd places overall.

- Dr. Hart announced a Superintendent Coffee Chat would be taking place on December 4, 2018.
- Dr. Hart highlighted the Board Goals approval per resolution 1.02 under Administrative Reports.

**OPEN TO THE PUBLIC (LIMITED TO ACTION ITEMS ON THE AGENDA)**

- None

**CORRESPONDENCE**

K.R. Email (October Agenda)

J.T. Email

W.O. Email

K.M. Email

**ADMINISTRATIVE REPORTS**

Motion to adopt 1.01 - 1.03

**Motion: Mrs. Shinn      Second: Mr. Wallace      Roll Call Vote: Carried 8**  
**Yes**

1.01    October 2018 Enrollment and Drill Reports

1.02    Ratification of 2018-2019 Board Goals  
 (Attachment 1.02)

1.03    Motion to accept the following HIB reports and affirm the Superintendent's  
 decision on the following cases:

SCHOOL	DATE	FINDINGS OF HARASSMENT, INTIMIDATION OR BULLYING
TBS	09/24/2018	No
RMS	10/03/2018	No

**MINUTES**

Motion to adopt 2.01 - 2.02

**Motion: Mrs. Shinn      Second: Mrs. Hample      Roll Call Vote: Carried 6 Yes**  
 (Mr. Egbert and Mr. Wallace abstained)

- 2.01 Motion to approve the Meeting Minutes October 16, 2018.
- 2.02 Motion to approve the Executive Session Minutes October 16, 2018.

### **FINANCE/FACILITIES**

**Committee Report:** Ray Egbert provided minutes from the meeting held on October 30, 2018.

Mr. Zwerling mentioned the recent \$500 million referendum which passed for the district to potentially gain access to security funding from the State of New Jersey.

Motion to adopt 3.01 – 3.09

**Motion: Mr. Egbert      Second: Mrs. Shinn      Roll Call Vote: Carried 8 Yes**

- 3.01 Motion to approve the **Bill List** for the period from **October 18, 2018** through **November 14, 2018** for a total amount of **\$2,788,745.50**.  
(Attachment 3.01)
- 3.02 Motion to approve **District Travel Schedule November 13, 2018** for a total amount of **\$6,759.21**.  
(Attachment 3.02)
- 3.03 Motion to approve **Payroll for the month of September 2018** for a total amount of **\$1,987,949.14**.  
(Attachment 3.03)
- 3.04 Motion to approve the following **Account Transfers** for **September 1, 2018 Through September 30, 2018**.  
(Attachment 3.04 - 3.04a)
- 3.05 Motion to accept the FINANCIAL REPORT CERTIFICATION OF BOARD SECRETARY'S MONTHLY CERTIFICATION BUDGETARY LINE ITEM STATUS:September 30, 2018 Pursuant to N.J.A.C. 6A:23-2.11(c) 3, the Business Administrator/Board Secretary certifies that as of September 30, 2018 no budgetary line item account has obligations and payments which in total exceed the amount appropriated by the district Board of Education pursuant to N.J.S.A. 18A:17-9 and 18A:22-8.1.

---

**Jason M. Bohm, Board Secretary**

Pursuant to N.J.A.C. 6:23-2.11(c)4, we certify that as of September 30, 2018 after review of the Secretary's monthly financial report (appropriations section) and upon consultation with the appropriate district officials that, to the best of our knowledge, no major account or fund has been over expended in violation of N.J.A.C. 6A23-2.11(a)1 and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year, and further, that we approve the Board Secretary and Treasurer's Reports subject to audit for the period ending September 30, 2018.  
(Attachment 3.05 & 3.05a)

3.06 Resolved to approve the following 2018-19 Transportation Jointure Contracts:

HOST	JOINER	ROUTE#	DESTINATION	COST
Branchburg Twp.	Readington Twp.	V4-DLCNP	Development Learning Center	\$21,816.00 \$13,041.00 (Aide)

3.07 Motion to approve the 2018-2019 M-1 and Comprehensive Maintenance Plan.  
(Attachment 3.07)

3.08 **WHEREAS**, the Readington Township Board of Education ("Board") advertised for bids for Refuse Disposal and Recycling Collection Services ("Services"); and

**WHEREAS**, on October 31, 2018, the Board received one (1) bid from Republic Services of New Jersey, LLC ("Republic Services") for Schedule A in a total contract amount of \$177,611.28, representing a price of \$56,897.52 for the period covering January 1, 2019 through December 31, 2019, \$59,173.41 for the period covering January 1, 2020 through December 31, 2020; and \$61,504.35 for the period covering January 1, 2021 through December 31, 2021; and

**WHEREAS**, the bid submitted by Republic Services is responsive in all material respects and the Board is desirous of awarding the contract for the Services to Republic Services.

**NOW, THEREFORE, BE IT RESOLVED** that the Board hereby awards the contract for the Services to Republic Services, in a total contract amount of \$177,611.28, representing a price of \$56,897.52 for the period covering January 1, 2019 through December 31, 2019, \$59,173.41 for the period covering January

1, 2020 through December 31, 2020; and \$61,504.35 for the period covering January 1, 2021 through December 31, 2021.

**BE IT FURTHER RESOLVED** that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and performance bond as required in the specifications, together with an executed agreement, as prepared by the Board Attorney, within ten (10) days of the date hereof.

**BE IT FURTHER RESOLVED** that the Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

3.09 Motion to approve the following resolution concerning group dental insurance carrier:

The Board of Education hereby resolves, effective January 1, 2019, to make the following changes to its group dental insurance:

1. Addition of new Horizon voluntary dental plans for aides, clerical, and bus driver population, at the rates, benefits, terms, and conditions represented in the Brown & Brown report dated October 24, 2018.
2. Current Horizon Dental Option Plan, Dental Choice, and Total Care plans are to remain in place for the non-voluntary population.
3. Designate Brown & Brown Benefit Advisors, Inc. as broker-of-record for our new voluntary Horizon group dental insurance program.
4. All appropriate Board of Education staff are authorized to take such action and affect such documentation as necessary to implement this change.

**EDUCATION/TECHNOLOGY**

**Committee Report:** Anna Shinn provided minutes from our meeting on November 1, 2018.

Motion to adopt 4.01- 4.10

**Motion: Mrs. Shinn      Second: Mr. Egbert      Roll Call Vote: Carried 8 Yes**

4.01 Motion to apply for and accept the following grants from the Readington Township Home and School Association:

<b>AMOUNT</b>	<b>TO BE USED FOR</b>	<b>SCHOOL</b>
\$296.60	Student Floor Chairs	Holland Brook School (Padavano)
\$330.00	Percussion Cases	Readington Middle School

- 4.02 Motion to approve a donation of a drum set from Readington Middle School Parent, Mrs. Gerri Vitovitch.
- 4.03 Motion to approve an anonymous donation of a xylophone to the Holland Brook School Music Department.
- 4.04 Motion to accept the Superintendent's recommendation and approve the following Student Teacher Observation placement in the Readington Township School District as follows:

Student Observation/School	Cooperating Teacher/School	Effective Dates
Olivia Vliet Fairleigh Dickinson University	Colleen DiGregorio - HBS	Total of 10 days in January 2019

- 4.05 Motion to approve the 2018-2019 Nursing Services Plan. (Attachment 4.05)
- 4.06 Motion to ratify home instruction for student H-183 effective October 18, 2018 through December 14, 2018. Services provided by Professional Education Services, Inc. at an hourly rate of \$30.00 for 10 hours per week.
- 4.07 Motion to ratify home instruction for student H-184 effective October 31, 2018 through January 1, 2019. Services provided by Professional Education Services, Inc. at an hourly rate of \$30.00 for 5 hours per week.
- 4.08 Motion to correct the hourly rate for PT evaluations, originally approved on June 12, 2018 at a rate of \$225.00 per evaluation to \$250.00 per evaluation for the 2018-2019 school year due to clerical mistake.
- 4.09 Motion to approve Terry Duncan, a consultant with the Stone House Group, to provide training to RMS teachers for the Ginger Building Challenge at a total cost of \$1,060.00.
- 4.10 Motion to approve the following books for the 2018-2019 school year:

Book Title	Grade
<i>Sparrow</i>	7 <sup>th</sup> Grade

<i>Refugee</i>	6 <sup>th</sup> Grade
<i>De-Extinction</i>	8 <sup>th</sup> Grade Honors
<i>Alice Paul and the Fight for Women's Rights: from the Vote to the Equal Rights Amendment</i>	8 <sup>th</sup> Grade Honors
<i>Making Bombs for Hitler</i>	6 <sup>th</sup> Grade
<i>Harry Potter: A History of Magic</i>	7 <sup>th</sup> Grade

**PERSONNEL**

**Committee Report:** Melissa Szanto provided minutes from our meeting on November 8, 2018.

Motion to adopt 5.01 - 5.11

**Motion: Mrs. Shinn                      Second: Mr. Wallace                      Roll Call Vote: Carried 8 Yes**

5.01      Motion to accept the Superintendent's recommendation and approve the following **ubstitute Teachers /Aides /Nurse/Bus Drivers** paid at the applicable substitute rates, in the Readington Township district, pending satisfactory completion of employment requirements.

<b>NAME</b>	<b>POSITION</b>
Courtney Gwizdz	Substitute Teacher/Aide
Courtenay Blumenberg	Substitute Teacher/Aide

5.02      Motion to approve Karen Tucker as the District's Wellness Committee Coordinator for the 2018-2019 school year.

5.03      Motion to ratify the following appointment:

<b>NAME</b>	<b>POSITION</b>	<b>SALARY/STEP</b>	<b>EFFECTIVE DATE</b>
Larry Leyson	Network Administrator (BOE) 15-05-D3/arc	\$63,000 unaligned (prorated)	11/1/2018- 6/30/2019

5.04 Motion to approve the following Special Education chaperones at their contractual rate per hour for the 2018-2019 school year.

<b>NAME</b>	<b>SCHOOL</b>	<b>EVENT</b>
Nancy Hill	RMS	Wrestling
Denise Hawkins	RMS	Basketball
Jack Kimple	HBS	Destination Imagination

5.05 Motion to approve the following resignations:

<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>
Diane Gelok	Teacher/Special Education (RMS) 20-01-D2/aic	December 15, 2018
Lisa Murrison	Aide/Special Education (TBS) 30-03-D3/bag	November 21, 2018

5.06 Motion to acknowledge the following retirement with appreciation for her years of service:

<b>NAME</b>	<b>POSITION</b>	<b>EFFECTIVE DATE</b>
Madeline Kalinich	Teacher/Special Education (RMS) 20-01-D2/ahr	December 31, 2018

5.07 Motion to approve the following mentor for the 2018-2019 school year as follows:

<b>STAFF MEMBER</b>	<b>SCHOOL/POSITION</b>	<b>MENTOR</b>
Hatfield, Christine	RMS/SE-LA Teacher	O'Brien, Cheryl



- 5.08 Motion to accept the Superintendent's recommendation and approve the following position control change and designated transfers effective October 30, 2018:

NAME	CHANGE	POSITION	LOCATION
Christine Hatfield	Transfer From: To:	20-01-D2/aev 20-01-D2/aic	(RMS) Teacher/LA (RMS) Teacher/Spec. Ed

- 5.09 Motion to approve the Lindsay Capone, Readington Middle School teacher, as an advisor for Winter Sports Homework Room and as an additional advisor for Central Office Detention, at her contractual stipend rate for each position, for the 2018-2019 school.
- 5.10 Motion to approve Elissa Bowen to participate in the RVCC Partnership for the Arts program/curriculum development, not to exceed a total of 17 hours at the contractual rate for the 2018-2019 school year.
- 5.11 Motion to accept the resignation of Allen Layton, Bus Driver (80-06-D6/anu), effective November 7, 2018.

## **COMMUNICATION**

**Committee Report:** None

Motion to adopt 6.01

**Motion:** Mr. Egbert

**Second:** Mr. Wallace

**Roll Call Vote:** 6 Yes; 1 No  
(Mrs. Szanto abstained)

- 6.01 Motion to accept the Superintendent's recommendation to approve for second reading and adopt the following policy  
- Policy 7510

## **UNFINISHED BUSINESS**

- None

**NEW BUSINESS FROM BOARD**

- Ms. Simon highlighted district and board goals including action plans
- Mr. Thomas highlighted security conference at JP Case (Flemington)
- Mrs. Hample reminded presentation of Screenages (JP Case at Flemington) on November 14, 2018

**OPEN TO THE PUBLIC**

- None

**ADJOURNMENT**

**Motion to Adjourn at 8:26 p.m.**

**Motion: Mrs. Shinn**

**Second: Mr. Wallace**

**Roll Call Vote: Carried 8 Yes**

**Respectfully submitted,**

**Jason M. Bohm  
Business Administrator/Board Secretary**

**Laura Simon  
President, Board of Education**